



**King County Office of Citizen Complaints – Ombudsman**

400 Yesler Building  
400 Yesler Way, Room 240  
Seattle, WA 98104  
206-296-3452 v/tty - 206-296-0948 fax

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**Public Disclosure Request** \_\_\_\_\_

Pursuant to the Washington State Public Disclosure Act (RCW 42.17), I request that the following Ombudsman's Investigation records be made available for review and copying [please be as specific as possible by including time frame, complaint number, or other identifying information]:

I agree to pay fees, if necessary, to process my public disclosure request. \_\_\_\_\_  
(Initial) If the costs associated with the request are above \$10 we will contact you first for approval. All fees must be paid before records are copied and released. Payment must be made by cash, money order, or cashiers check and made payable to King County.

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Phone number(s)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please note that RCW 42.17.310 and other state and federal law exempts certain records from public disclosure. If the records, or portions of the records, that you request are not subject to disclosure, we will inform you of the applicable exemption.  
**This form may only be used to request documents that are part of the Office of Citizen Complaints – Ombudsman records.**